



Town of North Kingstown

Development Plan Review Application Materials Checklist

GENERAL

- 8 full-size copies (unless otherwise specified) of a plan drawn to scale, not smaller than 1"= 100' by a Rhode Island registered architect, landscape architect, engineer or land surveyor, as applicable.

The Town of North Kingstown may require multiple drawings, including maps, plans, elevations, sections, and narrative documents along with a Development Plan Review Application. Plans shall include as much of the following information as the Planning Department deems necessary to evaluate the proposed project. The project will not be scheduled for review unless the Planning Department is satisfied as to the content of the submission based upon the following checklist.

SUBMISSION REQUIREMENTS

- Site Plans (8 full size copies)
 - Name of proposed project, name and address of property owner, applicant, and designers, date prepared, revision box to identify all changes from previous submissions, plat(s) and lot(s) for proposed development.
 - Site boundary, north arrow, lot(s) area, soil area calculations, street names, zoning district boundaries, building envelopes, plat and lot numbers of abutting lots, the scale of drawings, including graphic scale.
 - Existing and proposed dwellings, non-residential buildings, or other improvements.
 - Itemized requested zoning variances or special use permits required.
 - Location and dimensions of existing property lines, easements and rights-of-way within or adjacent to the development.
 - 2-foot contours on the site and best available contours within a 100-foot perimeter of the site.
- Drainage plan (3 copies) prepared by a Rhode Island registered engineer showing all drainage facilities, establishing that the proposed drainage system is adequate to service the drainage area in which the development is located. The drainage system shall be designed in accordance with Article 14.0 of the Subdivision and Land Development Regulations.
- Preliminary plans and profiles for water and sewage systems on a separate plan.
- Plan and profiles and cross-sections of all proposed streets and utilities.
- Construction notes and details.
- Limits of existing tree cover and physical features of special interest (e.g. existing historic buildings, large trees, stone walls, historic cemeteries).
- Location and surveyed boundaries of any coastal or freshwater wetlands, water bodies, coastal features, or flood zones.
- Existence of any overlay district, as defined in the Zoning Ordinance that the proposed development falls within.
- Traffic impact analysis (3 copies) prepared by a Rhode Island registered professional engineer demonstrating existing conditions and future conditions with the proposed development if it may generate 100 or more additional peak hour trips, based on the Institute of Traffic Engineers (ITE) Trip Generation Handbook, or if the Department of Planning and Development reasonably believes that cause exists to request an analysis.
- Nitrate loading analysis, water supply analysis (domestic and fire) and/or municipal service impact analysis.
- Fire Department review of proposed street names and hydrant locations.



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- Maintenance plan and program for drainage systems and swales, and erosion and sedimentation controls.
- Landscaping plan prepared by a Rhode Island registered landscape architect, which complied with the Zoning Ordinance, with planting plan and specifications for street trees, landscaping of drainage structures, restoration and revegetation for erosion and sedimentation controls, and restoration of existing disturbed open space.
- Location of temporary access roads and other temporary construction activities.
- Cross-sections, at one acre intervals, of all areas of cuts and fills showing existing and proposed surface elevations and verified wet season maximum groundwater elevation.
- Calculations of volume of material (cy) of soil (loam, sand, gravel) to be removed from the site or brought to the site.
- Completed Application signed by the applicant and property owner.
- Application fee
- Final approval from the Rhode Island Department of Environmental Management, Division of Freshwater Wetlands, including actual stamped and approved plans.
- RI DEM Onsite-Wastewater Treatment System (OWTS) or System Suitability Determination.
- Zoning Board of Review approval.
- All other state and federal agency approvals, as applicable.
- Map showing the proposed development to the areas within a radius of one-half (1/2) mile using a United States Geological Survey (USGS) quadrangle map or a GIS map. The map shall identify the location of all brooks, streams, ponds, lakes, wetland areas, public drinking water reservoirs, groundwater reservoirs, groundwater recharge areas, and public wells, wellhead protection areas, and other public facilities within 1,000-feet of the proposed development.
- Aerial photograph at a scale not less than 1" = 400' showing the same area covered by the one-half (1/2) mile radius map. The aerial shall be of the most recent flight available.
- Soil classification map showing location of soil types on the development site, classifications and descriptions, soil limitation districts, and area calculations of soils.
- Such other information as may be required by the Department of Planning & Development or the Planning Commission.



Town of North Kingstown

Application for Development Plan Review

CONTACT INFORMATION

Applicant

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Owner (if different than above)

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Engineer / Surveyor

Name _____

Address _____

Phone _____ Email _____

Attorney

Name _____

Address _____

Phone _____ Email _____

Other Professional

Name _____

Address _____

Phone _____ Email _____

PROPERTY INFORMATION

Assessor's Plat(s) _____ Lot(s) _____

Street Address _____

Zoning District _____

Length of Property Ownership _____

Dimensions of Lot (ft) _____ Frontage _____ Width _____ Depth _____ Lot Size (sq ft)

Existing Buildings on Property ____ Yes ____ No

If Yes, Size of Existing Buildings (sq ft) _____

Within Groundwater Overlay Zone ____ Yes ____ No

Within Quonset Business Park ____ Yes ____ No

PROPOSED DEVELOPMENT

Size of Proposed Development (sq ft)

_____ Commercial _____ Industrial _____ Residential

Zoning Board Relief Requested ____ Yes ____ No

If Yes, Please Specify Relief

_____ Special Use Permit _____ Dimensional Variance _____ Use Variance

_____ Other _____

Brief Description of Proposed Development and Zoning Relief _____

APPLICATION

Application Submission Date _____

ZBR Meeting Date (if applicable) _____

Application Fee(s) (refer to Planning Department Fee Schedule) _____

Stenographer Fee for Public Hearing (if required) _____

CERTIFICATION

Attest: The information provided on this application is true and accurate

Applicant's Signature _____ Date _____

Owner's Signature _____ Date _____

SUBMIT

North Kingstown Department of Planning & Development
55 Brown Street • North Kingstown • Rhode Island 02852